



**REQUEST FOR QUALIFICATIONS  
CONSTRUCTION MANAGEMENT AT RISK (CMAR) SERVICES  
STATEMENT OF QUALIFICATIONS (SOQ)**

**STATE OF WYOMING  
CAPITOL SQUARE PROJECT  
WYOMING STATE CAPITOL REHABILITATION & RESTORATION  
HERSCHLER BUILDING & GALLERY IMPROVEMENTS AND ADDITIONS  
CHEYENNE, WYOMING**

**By  
State of Wyoming  
Department of Administration and Information  
Construction Management Division**

**Submittals Due  
June 6, 2014**

**REQUEST FOR QUALIFICATIONS**  
**CONSTRUCTION MANAGEMENT AT RISK (CMAR) SERVICES**  
**STATEMENT OF QUALIFICATIONS (SOQ)**  
**Capitol Square Project**  
Wyoming State Capitol Rehabilitation and Restoration  
Herschler Building & Gallery Improvements and Additions  
State of Wyoming  
Cheyenne Wyoming

**I. ADVERTISEMENT**

The State of Wyoming Department of Administration & Information Construction Management (AICM) proposes to rehabilitate and restore the State Capitol and rehabilitate and expand the Herschler Building in Cheyenne, Wyoming.

Level I Reconnaissance and Level II Feasibility Study phases for the Project are complete and the project is currently in the Schematic Design phase of Level III Design per W.S. § 9-5-108. AICM seeks to retain the services of a highly qualified Construction Manager at Risk (CMAR) to provide comprehensive preconstruction and construction management services. The CMAR shall exhibit:

- Experience in successfully completing projects at or over \$100,000,000.00. The project ultimately will be in the range of \$180 million in construction, i.e. without all soft costs, temporary space, relocations, etc.
- Experience in successfully completing at least 3 comprehensive restorations of monumental National Historic Landmarks.
- Experience in successfully completing projects as a single package, sequenced but not phased, in less than 3 years of construction.
- Experience in successfully completing Capitol restorations.

The CMAR must be completely skilled in developing schedules, preparing construction estimates, performing value engineering, analyzing alternative designs, studying labor conditions, and understanding construction methods and techniques. The CMAR must be completely skilled in coordinating overall direction of the work, and monitoring progress of the subcontractors, vendors and any self-performed work as required.

The State's objective is to complete the Project on time and under budget, while maintaining the State's commitment to quality, efficiency, value, innovation, sustainability, and compliance with all applicable regulatory requirements.

For additional information and to obtain SOQ requirements for this project, please visit The State of Wyoming's Site at: <https://sites.google.com/a/wyo.gov/ai/construction-management> click on "PROJECTS & BID OPPORTUNITIES" and then on the "Link to QuestCDN.com". A ten dollar (\$10.00) fee will be charged.

Statement of Qualifications shall be received by the State by 5:00 P.M. Mountain Time, June 6, 2014.

## II. PROJECT OVERVIEW

1. The project involves and centers around the restoration of the Wyoming State Capitol, which is a National Historic Landmark. The project has several components:
  - a. Restoration of the Capitol.
  - b. Rehabilitation and expansion of the Herschler Building.
  - c. Selective demolition and renovation of the Herschler gallery.
  - d. Modifications to the drives and parking area below the Herschler Building.
  - e. New Central Utility Plant (CUP).
2. Restoration of the Capitol. The restoration of the Capitol may include, but is not limited to:
  - a. Dome repairs and restoration, including structural reinforcing, surface repairs, gold leaf repairs and replacement.
  - b. Installation of lightning protection system.
  - c. Complete roof replacement and extensive repairs / replacement of parapets.
  - d. Restoration of masonry.
  - e. Replacement of windows.
  - f. Removal of all existing systems and replacement with new, including but not limited to:
    - Heating, ventilation and air-conditioning
    - Electrical
    - Plumping
    - Lighting
    - Security
    - Teledata
    - Audio / Visual
  - g. The Capitol will have new systems and services, including:
    - Smoke detection
    - Fire suppression
    - Fire alarm
    - Smoke evacuation
  - h. The Capitol will utilize services from the new CUP for power, water, and other system support.
  - i. Existing elevators will be removed and two new elevators will be added to the building in new locations, providing full access to all levels of the building and meeting ADA requirements.
  - j. All areas of the building will be renovated and restored to meet current Code requirements, including ADA, as well as contemporary building performance expectations.
  - k. All interior spaces will be refinished and restored and several areas of the building will receive decorative finishes.
  - l. The site surrounding the Capitol will be rehabilitated, and will receive several enhancements, including irrigation, lighting, security, and reconstruction of historic features.
  - m. A comprehensive FF&E program is included involving FF&E for all spaces of the building. The FF&E includes several built-in items, such as the dais (at the House and Senate Chambers), and Committee Room FF&E.

As a National Historic Landmark, all work associated with the Capitol and its site must comply with the Secretary of the Interior's Standards.

All occupants of the Capitol will vacate the building during the restoration.

3. Rehabilitation and expansion of the Herschler Building: The rehabilitation and expansion of the Herschler Building may include, but is not limited to:
  - a. All new finishes.
  - b. All new MEP/Security/IT systems.
  - c. New stair towers (minimal work at existing egress stair towers).
  - d. New elevators at the addition, potential replacement elevator cars at existing.
  - e. Exterior walls and roof as required for addition – other work for Herschler is excluded at this time.
  - f. Provision of emergency generators and Cooling Towers on the roof of the Addition.
  - g. The work will be performed while the Herschler Building remains in operation and partially occupied.
4. Selective demolition and renovation of the Herschler gallery: The selective demolition and renovation of the Herschler gallery may include, but is not limited to:
  - a. The underground connection facility, known as the gallery, between the Capitol and the Herschler Building will be partially demolished and completely renovated and reconfigured to meet the programmatic needs of the State of Wyoming and the Capitol Square.
  - b. New and revised systems as applicable for structure, walls, roof, and MEP/security/IT systems.
  - c. The work involving the gallery is to be completed on the same schedule as the Capitol to ensure that all support functions are in place when the Capitol reopens.
  - d. The site paving, features, and landscaping above the gallery are included and will be integrated with the Capitol Square site systems including irrigation, lighting, and security.
5. Modifications to the drives and parking area below the Herschler Building: The modifications to the parking area below the Herschler Building may include, but is not limited to:
  - a. Modifications to structure and MEP/security/IT systems to provide a new entrance, exit, and dock facility at the north side of the building.
  - b. Modifications to utilities, paving, and signage systems at 26th Street to accommodate the work.
  - c. Providing striping and parking equipment for revise layout and operation.
  - d. The site features and landscaping at this location are included and will be integrated with the Capitol Square site systems including irrigation, lighting, and security.
6. New Central Utility Plant (CUP): The construction of a new CUP may include, but is not limited to:
  - a. Construction of foundations, structure, walls, roof, and all MEP/security/IT systems as required for an underground facility.
  - b. Providing power, water, and chilled and hot water primarily to the restored Capitol, the renovated and expanded Herschler Building, and the gallery between the Capitol and the Herschler. The CUP will secondarily provide chilled and hot water support to other state-owned facilities via the existing underground tunnel system.
  - c. The Herschler Building is expected to be partially occupied during the expected construction period. As such, the new CUP will be constructed prior to the decommissioning of the existing CUP. The new CUP shall be completed in time to support the restored Capitol. The new CUP will provide long term chilled and hot water in sufficient quantity and at reliable temperature[s] to support Capitol Square and the other associated campus buildings following the completion of the project.
  - d. The site features and landscaping above the CUP are included and will be integrated with the Capitol Square site systems including irrigation, lighting, and security.

7. Currently, the projected timeframe is envisioned as follows:
  - a. Construction Start Date: Immediately after the 2015 Legislative Session (April 2015).
  - b. Construction End Date: At least three months before the 2018 Legislative Session (October 2017) or about 30 months.

Ideally, the work may be complete in 2017, in time for the centennial celebration of the completion of the Capitol, but not to the detriment of the budget or the quality of the work.

8. The logistics may involve, but are not limited to the following:
  - a. Removal of all FF&E based on a plan to:
    - Restore / refurbish and reinstall,
    - Use elsewhere, or
    - Dispose of as excess property.
  - b. Management and coordination of FF&E program.
  - c. Coordination and management of multiple entities, including state employees, professionals separately contracted by AICM, and Design Team consultants, as involved with the project including, but not limited to
    - Commissioning agent,
    - Hazardous materials contractor,
    - Moving contractor,
    - Furnishings installer,
    - Historic finish analysis contractors, and
    - Equipment vendors.

### **III. SCOPE OF SERVICES**

The CMAR must be completely skilled in developing schedules, preparing construction estimates, performing value engineering, analyzing alternative designs, studying labor conditions, understanding construction methods and techniques, and coordinating and communicating the activities of the team throughout the construction phases.

AICM's established construction budget is \$180 million which includes all construction costs to complete the project as scheduled by 2017. Sequenced in phases, the schedule will allow the government administrative activities to proceed without interruption during construction. The CMAR selected will be expected to complete the project within the established budget and schedule.

**The proposer is free to suggest changes and improvement to the following task list, but for this request it is assumed that these tasks will be completed.**

#### **A. PRECONSTRUCTION PHASE**

The CMAR shall be responsible throughout the Pre-Construction and Construction Phases for carrying out the following tasks:

1. **SCHEDULING**: The Design Team's scope of work includes preparation of a complete design and an initial conceptual construction schedule. This schedule identifies critical milestone dates through the selection period for the construction contractor, and notes what decisions are needed to be made by AICM.

The CMAR will work closely with AICM and the Design Team to jointly finalize the schedule. This schedule shall show all activities necessary to complete all aspects of the design requirements and indicate how bid packages can be developed in a phased manner and shall show all construction activities through the issuance of final certificate(s)

of occupancy. The CMAR shall develop and maintain a comprehensive schedule of all project activities, including:

- Design progress,
- Organization of Bid Packages,
- Key Decision milestones,
- Sequence of all tasks,
- Construction sequence,
- Critical path items, and
- Long lead items.

The level of detail required shall be commensurate with the purpose and as agreed in advance with AICM and the Design Team.

Working with AICM, the Design Team and potential subcontractors, the pre-construction manager will determine long lead items and critical path tasks for completion of the Project in the allotted time frame. Interface requirements with utilities and any other third party organizations will be noted and the phasing of bid packages will be shown. The pre-construction manager will evaluate site constraints, regulatory requirements, material and equipment deliveries, and workforce availability in establishing this schedule.

The CMAR, AICM, and the Design Team shall suggest and facilitate an alternative procurement approach for specialty or long-lead services and materials where there is clear benefit to AICM with respect to improving design and minimizing cost risks.

2. CONSTRUCTABILITY REVIEW: The pre-construction manager will continuously and proactively provide constructability, bid ability and cost input to the Design Team and the Owner. The pre-construction manager will provide, at a minimum, review of the design and construction documents for constructability and prepare a formal list of comments to be reviewed and coordinated with AICM and the Design Team at Project Team Meetings. The sequence of construction, efficient use of construction materials and labor, and construction sequencing of building systems are all to be considered in this review. The pre-construction manager will enlist subcontractor's participation in this review process to determine material lead times and material tolerances, and constructability issues within the documents in order to avoid future conflicts during construction. The pre-construction manager will continuously and proactively make recommendations to the Design Team regarding design documentation and detailing.
3. BUDGET: The pre-construction manager will include development and implementation of an effective system of project cost control. The pre-construction manager will participate in a collaborative reconciliation effort with the Design Team's cost estimate and his own cost estimate to ensure that all building systems costs are included and realistic in the Project budget. The pre-construction manager will develop and produce a Project Construction Budget which will show actual costs for activities by project phases in process and estimates for uncompleted tasks and provide detailed cash flow reports and forecasts acceptable to AICM and the Design Team.

The contractual Guaranteed Maximum Price (GMP) shall be established based on conditions and assumptions at the completion of the 80% Construction Documents for each component of the work. The GMP will be the sum of the cost of work and the construction manager's fee.

4. **REVIEWS:** The CMAR will conduct reviews as progress documents are prepared by AICM and the Design Team as follows:
  - a. Formal Reviews shall occur for each portion of the work at the completion of
    - Schematic Design Phase.
    - Design Development Phase.
    - 80% Construction Documents.
    - 100% Construction Documents.
  - b. For formal review shall include:
    - A technical review.
    - Budget reconciliation.
    - Review of the Sequence and Schedule.
  - c. Means & Methods will not be part of the Design Review
5. **BIDDING:** The CMAR's pre-construction manager will evaluate all phases of the Project that can be economically and appropriately issued as a distinct bid package. At this time, the Design team has identified the following document sets:
  - The Capitol and Site
  - The CUP, Gallery, and Site
  - The Herschler Core and the Addition Core/Shell

Prepare pre-qualification criteria for bidders and develop subcontractor interest in the Project. AICM and the Design Team shall have full review of the pre-qualification criteria and may provide additional requirements.

The CMAR will be responsible for identification, preparation, distribution, and management of bidding packages to meet the goals of the project.

At the completion of the 100% Construction Documents, for each component of the work, establish bidding schedules and conduct pre-bid conferences to familiarize bidders with bidding documents, management techniques and any special systems, materials or methods. Develop and produce Material, Subcontractor and labor Sourcing Plan acceptable to AICM and the Design Team. Receive competitive sealed bids on the Work from various subcontractors and material suppliers. The bids shall be opened in public following reasonable public notice. The CMAR will comply with the residency and preference requirements imposed under W.S. 16-6-101 through 16-6-107 in the procurement of subcontractors. Analyze all bids, review them with AICM and the Design Team, and make recommendations for awards.

## **B. CONSTRUCTION PHASE**

The CMAR shall be responsible to supervise the work of the subcontractors and coordinate the Work with the activities and responsibilities of AICM and the Design Team in order to complete the Project in accordance with AICM's objectives of cost, time and quality. Carrying out the following tasks,

1. **HDR PROJECT TRACKER:** The Architect shall use its web based project collaboration system, Project Tracker, primarily during the Construction Phase of the Project. This system currently provides the status of submittals; a Request for Information (RFI) processing and status module; and a reporting module. If the CMAR requests the use of another web based system, the following procedure and conditions shall apply:
  - a. The Architect shall demonstrate the capabilities of Project Tracker. If the CMAR finds it acceptable, Project Tracker shall be utilized at no additional cost to the Owner.
  - b. If the CMAR requires the use of an alternative system, the CMAR shall be responsible for converting RFIs to an acceptable electronic text format and emailing them to the Architect. The Architect shall respond to such RFIs electronically utilizing

email and shall use Project Tracker to track RFIs internally. The CMAR will be responsible for merging the Architect's electronic responses into its system. This approach will be at no additional cost to the Owner.

2. PROJECT CONTROL: The CMAR will maintain a competent full-time staff, including Pre-Construction staff, at the Project site to coordinate, provide overall direction of the Work, and monitor progress and capabilities of the subcontractors and vendors ensuring that excellent work is performed that is timely, safe and in accordance with contract budget, specifications, local laws and regulatory requirements.

The CMAR's project manager will develop and implement reporting systems, including procedures for shop drawings and submittals, and regular daily and monthly reports that are acceptable to AICM and the Design Team

Project manager and superintendent will conduct regular project meetings, coordinate the activities of the team, identify outstanding issues and ensure appropriate follow-up acceptable to AICM and the Design Team.

3. SAFETY: The CMAR will establish procedures and measures for the safety and security of persons and property at and around the Project site. Maintain a logistics operation safety plan designed to mitigate the impact of construction on pedestrians, vehicular traffic, and building occupants. CMAR will also develop and produce a Worker and Public Safety Plan acceptable to AICM and the Design Team.
4. SCHEDULE: The pre-construction manager, project manager and superintendent will participate in updating in detail the project schedule, including realistic activity sequences and durations, allocation of labor and materials, processing of shop drawings and samples and delivery of products requiring long lead-time procurement. Include AICM's phasing occupancy requirements in all schedules showing portions of the Project having occupancy priority. Identify potential variances between scheduled and probable completion dates. Review adjustments in the schedule to meet the scheduled completion date. Provide detailed schedule reports acceptable to AICM and the Design Team.
5. COST CONTROL: The CMAR's pre-construction manager, project manager and superintendent will participate in the management of the approved Project Budget. The CMAR will implement an accounting system for effective fiscal control, showing actual costs for activities in process and estimates for uncompleted tasks. Implement a system for the expeditious review and processing of cost changes, and subcontractor payments. Submit cost estimate, status report and cash flow forecasts with budget recommendations acceptable to AICM and the Design Team.
6. QUALITY CONTROL: The CMAR's project manager and superintendent will conduct regular quality control meetings, identify outstanding issues and ensure appropriate follow-up.
7. The CMAR will train field personnel to discern good workmanship from poor workmanship and reject substandard work even before the task has been completed.
8. The CMAR will develop and produce a Quality Control Plan acceptable to AICM and the Design Team.



### C. POST CONSTRUCTION PHASE

1. The CMAR will coordinate the submission of operating maintenance manuals, warranties and guarantees, instruction manuals, as-built drawings, attic stock, keys, and other items acceptable to AICM and the Design Team.
2. The CMAR shall provide qualified, prepared instructors for all training, plus all necessary material to train all personnel employed by the State. The training should be aimed in providing the State staff the means to perform all corrective, scheduled and preventative maintenance of all equipment and systems provided and installed as part of the Work. The CMAR shall provide videotaped training sessions for future use by the State for critical sessions such as HVAC, fire alarm and emergency power.
3. During the one-year warranty period perform four quarterly warranty inspections to ensure that defective work is corrected. Review with State staff operations and maintenance of all equipment and systems. Attend four quarterly warranty review meetings with AICM and the Design Team.

### IV. FEE, RATES, and ESTIMATED COSTS:

The services of the CMAR will be complete under a *Cost-plus-fixed-fee contract*. CMAR firms selected for interviews will provide a fixed fee at the interview for **preconstruction, construction, and post construction services** and an *Estimated Sum* for General Conditions. Specifically, provide at the interview:

1. Construction Management Fee, as a percentage (%) of Construction Costs.
2. Fixed Fee for all Pre-Construction Services.
3. Itemized, detailed listing of what is included in the General Conditions and General Requirements.
4. Schedule of Rates.

Direct Project Construction cost will be managed per Item III.A.3 *Project Construction Budget* and will be competitively bid by Project phase.

### V. INSTRUCTIONS TO RESPONDENTS

**SUBMISSION:** In order to be considered, Statements of Qualification must arrive at the address below by 5:00 PM June 6, 2014. Submitters shall submit seven (7) signed originals of their completed statement of qualifications in hard copy and two (2) forms of digital media (flash drive) containing an electronic copy in a single PDF file to AICM at the following address:

Department of Administration & Information  
Construction Management  
Attn: Suzanne Norton  
700 West 21<sup>st</sup> Street  
Cheyenne, WY 82002

Please include the following reference on the face of your envelope, or as the subject of your request:

**CONSTRUCTION MANAGEMENT AT RISK (CMAR) SERVICES  
STATEMENT OF QUALIFICATIONS (SOQ)**

**Capitol Square Project**

Wyoming State Capitol Rehabilitation and Restoration  
Herschler Building & Gallery Improvements and Additions  
State of Wyoming  
Cheyenne Wyoming

It is the responsibility of the Respondent to ensure that their responses are received in the above offices on or before the submission date and time. Respondents mailing RFQ copies or sending copies via overnight or express delivery are advised to allow sufficient delivery time to ensure receipt by the date and time specified.

- Response to any Respondent's inquiries will be made by AICM in a timely manner to all known prospective Respondents. Inquiries and corrections shall only be received by State of Wyoming Department of Administration and Information, Construction Management via email at the following address: [suzanne.norton@wyo.gov](mailto:suzanne.norton@wyo.gov).

CLARIFICATIONS OR SUPPLEMENTS TO REQUEST FOR QUALIFICATION: In the event that it becomes necessary to revise any part of this RFQ, a notice of any clarifications will be e-mailed to each Respondent who received the original RFQ at the required website. It is the responsibility of Respondents, prior to submission date, to inquire as to addenda issued and to ensure their response reflects any and all changes. AICM will maintain a register of holders of this RFQ via the required website.

INCURRING COSTS: AICM is not liable for any cost incurred by respondents prior to issuance of a legally executed contract. No property interest, of any nature, shall accrue until a contract is awarded and signed by all concerned parties.

RFQ CANCELLATION: AICM reserves the right to cancel this Request for Qualifications at any time, without penalty.

NON-DISCRIMINATION: The respondent shall comply with all applicable state and federal laws, rules and regulations involving non-discrimination on the basis of race, color, religion, national origin, age, sex, or sexual orientation.

AVAILABILITY OF FUNDS: Financial obligations of AICM payable after the current fiscal year are contingent upon funds for that purpose being appropriated, budgeted, and otherwise made available. In the event funds are not appropriated, any resulting contract will become null and void, without penalty to the State of Wyoming

## **VI. STATEMENT OF QUALIFICATIONS**

SOQs shall not be voluminous, but shall provide sufficient information to allow the Owner to evaluate the firm's approach, experience, staff and availability.

The proposer shall:

1. Have the SOQ signed by an officer of the proposing firm with the authority to commit the firm.

2. Responders shall provide information on the firm's experience on projects of similar size, function, and complexity similar type of construction and contract dollar amount. Describe no more than five (5) and no less than three (3) projects, including buildings of monumental National Historic Landmarks type, in order of most relevant to least relevant, which demonstrate the firm's capabilities to perform the project at hand.
  - a. Project owner, contact name, telephone number and address.
  - b. List the name of the Designer/Engineer that your company worked with and describe the relationship and roles that existed to accomplish the goals of the Owner. Provide contact name, current telephone numbers and addresses.
  - c. Specify amount of work sub-contracted vs. self-performed.
  - d. The value of the initial construction cost by the Owner, the initial estimate/bid by the company, and final construction cost - with a brief summation of the cost increases.
  - e. Original contract construction duration and actual duration – with details of reason, if any, project durations extended beyond the original completion date.
  - f. Brief description of project and physical description (square footage, number of stories, site area)
  - g. Services performed by your firm and (if multiple offices) the location of the office involved.
  - h. Provide Owner-written letters of reference/recommendation about the firm's performance on the project.

Responders shall be clear with respect to the

- Company's credentials
- The local office's credentials, and
- The project team's credentials

3. Indicate your ability to bond a project of approximately \$200,000,000, starting construction in March 2015, evidenced by a letter from your bonding company.
4. List key personnel noted below to be assigned to this project, what their roles will be, and how they will be committed to the project (by phase if applicable). By listing personnel, the CMAR agrees to make the personnel listed available to complete work on the contract at whatever level the Project requires. Personnel changes will be reviewed by AICM to assure the replacement is equally qualified and has adequate experience. Provide resumes of all of the key staff including:
  - a. Principle-In-Charge
  - b. Project Manager
  - c. Pre-construction Manager
  - d. Site Superintendent
  - e. Chief Estimator
  - f. Chief Scheduler
  - g. General Foreman
  - h. Compliance Officer and
  - i. Any other key staff that your team considers key to your operation.

Resumes should include 10 years of experience, licenses, certifications and other relevant information. ***Note: AICM will only allow changes in key personnel when caused by circumstances outside the control of the Contractor (i.e. employee leaves employment with the CMAR). Changes in key personnel for the convenience or benefit of the CMAR will not be allowed. Key personnel will consist of the list presented.*** Resumes will be considered strong and relevant where they demonstrate for each listed individual:

- Understanding of National Historic Landmarks

- Have successfully worked on at least two National Historic Landmarks
  - Project experience on comparable projects with respect to value and complexity
  - Have strong personal references
  - Longevity with the firm
5. Demonstrate your ability to work cooperatively with the Owner, Architect, and potential subcontractors as demonstrated by appropriate references and successful projects.
    - a. For each of the projects cited as the respondents "relevant experience" (item VI.2 above), submit addresses, e-mail address, and current phone numbers for:
      - Client (Occupant or User Representative)
      - Prime Design Architect
      - Prime Design Construction Contract Administrator
      - Prime Structural Engineer
      - Prime Mechanical Engineer
    - b. Submit a list of four owner representative references with phone numbers and addresses for past completed projects.
    - c. Describe the relationship, experience, and/or relevance of the identified projects for the each of the above, with respect to
      - the office identified to service this project
      - the experience and roles of the proposed individuals for this project
  6. Discuss your firm's scheduling, estimating, value engineering, and bidding experience, expertise and specialized tools. Demonstrate your estimating expertise using actual data from past projects.
  7. Discuss your firm's capabilities to meet time and project budget requirements and ability to perform the work taking into account your current and projected project workload.
  8. Explain your plan to protect the interest of and be an advocate for the State of Wyoming during the project.
  9. Explain how your firm will understand and work with construction costs and bidding conditions of the local and regional area. Specifically list experience in Laramie County, the State of Wyoming and the region. Provide specific examples and references regarding:
    - How your firm accounts for local conditions
    - How your firm brings national expertise to the project at each appropriate level
    - How your firm maximizes appropriate, local participations
  10. Special Qualifications. Describe what unique or extraordinary skills or qualifications your firm brings to the project. How would selection of your firm add value to the project?
  11. Responders must demonstrate expertise working in the extreme wind and cold conditions.
  12. Responders must demonstrate experience and capability in providing Building Information Modeling to support the project.
  13. Identify the location of your primary place of business.
  14. Discuss your experience with construction management delivery methods in accordance with the requirements of Wyoming Statutes 16-6-101 through 16-6-708. <http://legisweb.state.wy.us/statutes/statutes.aspx?file=titles/Title16/T16CH6AR1.htm>

## **VII. EVALUATION:**

Selection of the interview shortlist will be based on the evaluation criteria set forth below. The firms submitting proposals will be ranked, and the committee will then recommend a shortlist of most qualified firms. The shortlist will be provided without any ranking whatsoever. The anticipated date of the shortlist is June 19, 2014.

The following selection criteria will be the basis for the shortlist:

1. Qualifications of the firm in construction and similar project construction;
2. Qualifications of the key personnel: Principal, Project Manager and Superintendent;
3. Understanding of the concept of this proposal and the anticipated role of the pre-construction manager;
4. Ability to succeed on contracts in terms of quality control and schedule;
5. Safety management and accident prevention;
6. Project experience in Wyoming and plan for marketing to and recruiting resident subcontractors and suppliers;
7. Current and prospective workload; capacity to accomplish the work on time;
8. CMAR's ability to manage the coordination process throughout the project;
9. Ability to perform collaboratively within the Project Team (Pre-Construction Management Team, Construction Team, Design Team, State of Wyoming Department of A&I Construction Management)

## **VIII. INTERVIEWS**

Two to five firms may be selected for interviews. The selected firms will be provided access to digital documents describing the project in further detail. Successful firms will be notified of specific time and location if selected for an interview. The interviews are anticipated to occur during the week of June 30, 2014.

## **ADDITIONAL INFORMATION**

Information regarding the project can be found at the links below:

<http://wyomingcapitolsquare.com/>  
<http://www.wyomingcapitol.info/Files/ExecSumFAQs.pdf>  
<http://www.wyomingcapitol.info/Files/VolumeI.pdf>  
<http://www.wyomingcapitol.info/Files/VolumeII.pdf>  
<http://www.wyomingcapitol.info/Files/VolumeIII.pdf>  
<http://www.wyomingcapitol.info/Files/VolumeIV.pdf>  
<http://www.wyomingcapitol.info/Files/CapitolSquareProjectInformationWeblinks.pdf>

## **END OF DOCUMENT**